

REAL ESTATE AND CONSTRUCTION DIVISION WEEKLY REPORT
FOR PERIOD ENDING 9 August 1988

1. Progress Report Tasks Assigned by Senior Management:

None

2. Major Events That Have Occurred During the Preceding Week:

✓ a. Asbestos Ceiling Tile Removal/Replacement, Key Building
- Representatives from Real Estate and Construction Division, OL continue to coordinate and monitor the asbestos-ceiling tile removal and replacement at Key Building. The removal of ceiling tile from the tenth floor is 80 percent complete. Remaining ceiling tile on this floor will be removed at night, 8-10 August 1988. Removal of tiles from the ninth floor is scheduled for the weekend of 12 August 1988

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*Why is she still
involved with
parking?*

(1) Reallocation of Parking [redacted] Last November a temporary allocation of parking spaces for [redacted] was implemented. The allocation was made with the understanding when all the moves at [redacted] were completed, a permanent reallocation would be accomplished. The permanent reallocation of [redacted] will become effective on 8 August 1988. [redacted]

(2) Reallocation of Parking at Key: Reallocation of parking at Key Building has begun and is scheduled to be completed by 26 August 1988. The new offices scheduled to move into the building will be included in this reallocation. [redacted]

(3) Building Parking: A meeting was held on 3 August 1988 with the External Buildings Operations Branch Parking Coordinator and a representative from every office currently occupying [redacted] Building concerning reallocation of parking. It was decided that because of the scheduled moves out of the building, we would wait until next year to reallocate the parking. All offices were in agreement. [redacted]

(4) Eleventh Floor Key Building Renovations for the [redacted] Office: On 5 August 1988, the A&E delivered the final set of drawings for the eleventh floor renovations for the [redacted] Offices in Key Building to External Buildings Operations Branch. A construction cost estimate will be prepared and delivered within the next week. [redacted]

(5) New Spaces for the Polygraph Office on the Second Floor [redacted] On 5 August 1988, a representative of External Buildings Operations Branch met with Chief of Polygraph Division, OS, to review the proposed partition layout of 3,590 square feet of office space. The Chief of Polygraph Division approved the layout and the construction drawings will be completed by an A&E firm. [redacted]

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25X1 (7) Renovation at [] Building for OS: The
renovations project drawings have been completed and submitted
25X1 to WEST*GROUP Management for cost estimate. Work will consist
25X1 of electrical, partitioning, and general modifications. []
[]

25X1 (8) Vault Treatment 2nd Floor [] Vault
25X1 treatment of the second floor of north side [] for the
Office of Personnal has been completed by the contractor and
the Office of Security is in the process of completing the
25X1 alarm work. []

25X1 (9) Vault Treatment 5th Floor [] The vault
25X1 treatment of the fifth floor of the north side []
25X1 Building began 1 August 1988 for the Office of Personnel. The
work is about 33 percent complete. []

3. Upcoming Events:

None

4. Management Activities and Concerns:

None

25X1

